

CITY OF NATCHITOCHES
JOB OPPORTUNITY

POSITION: Human Resources Director - Finance Department

DESCRIPTION: Develops, implements and administrates the City's personnel and benefits programs. Will provide personnel services to the different City departments, coordinate, direct and administer personnel activities such as employment, employee relations, benefits, drug testing, employee services and all other Human Resources duties for the City.

QUALIFICATIONS: The successful applicant shall have graduated from an accredited four-year college or university with a degree in Human Resources, Public Administration, Business Administration or a closely related field.

CONTACT: City of Natchitoches, Human Resources Department located at 1400 Sabine Street, or P.O. Box 37, Natchitoches, LA 71458-0037. Applications may also be picked up upstairs at City hall, located at 700 Second St., or you may download an application on line at www.natchitochesla.gov

DEADLINE FOR APPLICATIONS: Applications will be accepted until March 1, 2022.

THE CITY OF NATCHITOCHES IS AN EQUAL OPPORTUNITY EMPLOYER.